

## Community Preservation Act Committee

Date: February 22, 2023

Time: 6:05pm – 7:35pm

Location: Conducted remotely due to Covid-19.

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### Draft Minutes

Remote Participation:

- Clarissa Rowe
- Jo Anne Preston
- Susan Doctrow
- David Swanson
- Leslie Mayer
- Kin Lau
- Alexander Franzosa
- Pamela Heidell

Also Attending Remotely:

- Julie Wayman  
- Budget Director
- Jim Feeney  
-Deputy Town Manager
- Deanna Stacchi  
-Minutes
- Josh and Henry Fenollosa
- Karin Turer
- Steve Moore

Deputy Town Manager, Jim Feeney, welcomed members and guests at 6:05pm. Mr. Feeney explained that due to Covid-19 the meeting was conducted remotely and read through the Town's disclaimers about remote meetings and the Acknowledgement of Native Lands. Mr. Feeney noted that the meeting was being recorded.

Clarissa Rowe, CPAC Chair, shared the Committee's appreciation to the attendees for their interest and input through public comment, emails and letters. While this evening is primarily a committee meeting, there will be time allotted at the end of the evening for public comment.

Ms. Rowe explained that the projects would be listed individually so Committee members could request a "hold" for further discussion.

## **CPA Project Application Discussion and Voting -**

### ***Community Housing Projects***

10 Sunnyside – \$750K, Ms. Heidell requested to hold.

Arlington affordable Housing Trust Fund - \$250K

Leasing Differential - \$30,634

Hauser Building Roof Replacement - \$250K

Menotomy Manor Window Replacement Project, Phase 2 – \$500K, Ms. Doctrow and Mr. Lau requested to hold.

Ms. Rowe - Stated that she received correspondence stating that the Arlington Affordable Housing Trust Fund has decided to give the Trust's entire CPA funding ask of \$250K to the Housing Corporation of Arlington to be used toward the 10 Sunnyside project.

Ms. Doctrow - Suggested reviewing Ms. Kelleher's wording to determine if the money would be considered a grant or a loan. Ms. Rowe noted that it was their decision and not within CPA's purview. Ms. Mayer expressed the need to ensure that the arrangement's conditions are reciprocal. The Arlington Affordable Trust Fund should have the right to recoup any funds not used for 10 Sunnyside and use the remaining funding for other projects. The Housing Corp should be awarded \$500K in CPA funding rather than \$750K.

Mr. Lau – Shared his concern about the unused CPA funds awarded to Arlington Housing Authority last year. He noted that CPA was forced to make difficult decisions last year and that the money could have gone to other projects. Ms. Rowe agreed, suggesting that CPA request a financial account of the awarded funds.

Ms. Doctrow – Noted that the Director of the Housing Authority had stated that the window project was their top priority, but the work hasn't been started. She recommended funding the Hauser Building Roof Replacement project with the condition that any remaining funds be used toward the window replacement project.

Ms. Preston – Explained that replacing the windows should not be done in increments. The plan is to place one order to replace the windows in all 179 units at once. The process is taking time as the Housing Authority is also looking to secure state funding.

Ms. Heidell – Would also like to see an audit of last year's financials noting that if the funds were not used, they should have been returned to CPA. She also recalled Mr. Nagle's request stressing the imminent need to replace the windows.

Mr. Feeney – Explained that AHA’s initial request last year was \$1M. CPAC had approached AHA and requested that the funding be broken down over two years in the interest of the budget. The agreement stated that while the funding would be in phases, the project was not required to be completed in phases. Mr. Lau added that the CPA award was \$100K more than the final \$500K ask. Mr. Feeney stated that there is funding for the Hauser Roof Replacement project. Any supplemental funding would be used to repair the smaller, lower roofs.

Ms. Preston – Referenced the Winslow Tower Window Project which was not done in phases.

Ms. Doctrow – Recommended awarding \$400K for the Menotomy Manor Window Project this year bringing the two-year total back to the original ask of \$1M. She also suggested allocating the remaining funds toward the Hauser Roof Project

Ms. Mayer – Advised that CPA’s role is not to guess the priorities of the applicants.

Mr. Lau – Motioned to reduce the funding for the Menotomy Manor Window Project to \$400K, pending review of financial accounting.

The Committee voted unanimously to approve the funding for all Community Housing projects, save the Hauser Building Roof Replacement, with conditions discussed.

Ms. Doctrow – Yes

Mr. Lau – Yes

Ms. Preston – Yes

Ms. Mayer – Yes

Ms. Heidell – Yes

Mr. Franzosa – Yes

Mr. Swanson – Yes

Ms. Rowe – Yes

### ***Open Space/Recreation Projects***

Hill’s Hill – \$400K, Ms. Rowe requested to hold.

Invasive Vegetation Removal – \$125K

Mill Brook Preservation – \$102,500

21 Pond Lane Feasibility Study – \$15,000

No Name Brook Preservation – \$20,000

Orchard Signage - \$2,500

Ms. Rowe – Stated that the Parks and Recreation Department had prioritized Hill’s Hill, removing the \$315K request for Menotomy Rocks Park Picnic and Playground Project.

Ms. Doctrow – Suggested funding the design for Menotomy Rocks Park. Ms. Mayer stated that the playground was deemed unsafe and must be torn down first, which is not covered by CPA funding.

Ms. Mayer – Noted that while she feels the Orchard Signage request is a worthy project, scouting groups have always done projects using their own funding. She cautioned the Committee that approving the funding request was potentially setting a new precedent. Ms. Doctrow recommended adding a condition that the group conduct fundraising activities and, if funds are raised, give back the equivalent to CPA. Ms. Heidell shared that in her own experience with Eagle Scouts, fundraising is typically part of a project. Mr. Feeney explained that state grants often required a local match. He suggested using the same premise with the scouts; “matching” with fundraising, documenting volunteer hours, etc.

Ms. Heidell – Shared that she and Mr. Connelly had discussed the effects of funding the design phase only for Hill’s Hill. She stated that Mr. Connelly was concerned with project delays and increased expenses.

Ms. Doctrow – Recommends funding the whole project with conditions including inviting members of Open Space and ConCom to the working group, using dirt rather than asphalt for the Pump Track. She expressed her support for the project, noting that it will be a unique and special feature in Arlington.

Mr. Lau – Recommended using the money saved from the Menotomy Rocks Park project to fund Hill’s Hill in its entirety, with the discussed conditions. Mr. Swanson agreed, cautioning against adding conditions that are not in CPA’s purview. Ms. Rowe noted that PRC already works closely with ConCom and Open Space so the condition could be written in as a recommendation that CPAC is “urging”.

Ms. Mayer – Explained the cost implications of splitting the project into two phases. She also shared PRC’s dedication to the extensive public process. Input is being collected and incorporated into a very comprehensive design. She also stressed that the design is not done yet. Ms. Mayer also shared that a member of the Open Space Committee is already a part of the working group and that PRC works very closely with ConCom. PRC strongly believes that there can be a compromise that will balance the wishes of the youth and the biking community with environmental concerns.

Ms. Rowe – Recommended adding \$10K to the design fee.

Mr. Franzosa – Noted that Town Meeting still has to vote on the project. He advised Committee members to be prepared to defend CPAC’s decision.

Ms. Preston – Expressed concern about the level of conflict she feels the project is creating in the community. She recommends a phased project allowing for significant time for the community to get involved and provide more public input in the design phase.

Ms. Doctrow – Stated that she believes people are listening to each other and that it was wonderful to see so many people speaking on the project.

Ms. Mayer – Believes that there is a lack of understanding of the process. She stressed that all input is being taken into consideration.

Mr. Feeney – Suggested adding a condition that would require the designer to provide two concepts for CPA review if the Pump Track will be located in the woods.

Ms. Rowe – Stated that she also had a conversation with Mr. Connelly about conducting a tree inventory. Ms. Mayer said that PRC has conducted tree inventories for past projects, most recently as part of the Reservoir project.

Ms. Doctrow – Spoke with Mr. Connelly about adding trees as well. She questioned if added trees would be included in the inventory. Ms. Rowe explained that the inventory would include all the trees including any that are replaced and/or added.

Mr. Feeney – Reviewed the conditions discussed for Hill's Hill; Open Space Committee member to be included in the working group, conduct a tree inventory and require the designer to provide at least two concept designs, if the Pump Track will be located in the woods, for CPA authorization. Ms. Doctrow requested a second time that a condition be added prohibiting the use of asphalt in the woods.

The Committee voted unanimously to approve the funding for all the Open Space/Recreation projects, Menotomy Rocks Park having been removed. Mr. Feeney reviewed the conditions agreed upon by the Committee prior to the vote. 1.) Include an Open Space Committee member as part of the working group. 2.) Conduct a tree inventory. 3.) Require the designer to provide at least two concepts to CPA for review and authorization if the Pump Track will be located in the woods. The Committee agreed that if the Pump Track was not located in the woods, this condition would not be necessary.

Ms. Doctrow – Yes

Mr. Lau – Yes

Ms. Preston – Yes

Ms. Mayer – Yes

Ms. Heidell – Yes

Mr. Franzosa – Yes

Mr. Swanson – Yes

Ms. Rowe – Yes

Ms. Rowe called for a 3 minute recess.

### ***Historic Preservation Projects***

Ms. Rowe noted that \$565K had been saved to this point. Ms. Heidell took the Hauser Roof into account, bringing the total saved to \$815K.

AFOD Building and Energy Upgrades and Repairs – reduced ask to \$187,750 by removing seat work.

Dallin Museum, Digitization and Rehousing of Papers – \$69,736

Foot of the Rocks Battlefield Memorial – \$112K

Jason Russell House Preservation – \$73K

Town Hall Envelope Preservation, Phase 1 – \$385K

Winfield Robbins Memorial Garden - \$89,996, Ms. Rowe requested to hold.

Ms. Heidell – Recommended lessening the funding to AFOD by \$30K, the anticipated MassSave Rebate amount. She suggested using the \$30K for the Hauser Building roof project.

Ms. Doctrow – Noted that AFOD is new to the CPA process and expressed her appreciation for their efforts in reducing the ask in the interest of the budget. She advised against reducing funding by \$30K.

Ms. Rowe – Stated that the Memorial Garden project is on hold until next year. Ms. Robinson has the funding for the plants but there is no funding or contract for the installation.

The Committee voted unanimously to approve the funding for all the Historical Preservation projects, placing the Winfield Robbins Memorial Garden on hold until next year.

Ms. Doctrow – Yes

Mr. Lau – Yes

Ms. Preston – Yes

Ms. Mayer – Yes

Ms. Heidell – Yes

Mr. Franzosa – Yes

Mr. Swanson – Yes

Ms. Rowe – Yes

## **New Business**

Mr. Feeney – Reviewed the funding requests and approvals and determined that there is now a \$247K surplus.

Ms. Preston – Recommended funding the Hauser Building roof project. Mr. Feeney advised that the project has secured other funding so any CPA funds would be used for add/alts. Mr. Franzosa supported Ms. Preston's recommendation.

Mr. Lau made a motion to split the surplus equally between the Hauser Building and the Affordable Housing Trust Fund, noting that the funds would help the trust continue to look for more opportunities for affordable housing. The motion was seconded by Ms. Rowe.

The Committee voted unanimously to approve the motion.

Ms. Doctrow – Yes  
Mr. Lau – Yes  
Ms. Preston – Yes  
Ms. Mayer – Yes  
Ms. Heidell – Yes  
Mr. Franzosa – Yes  
Mr. Swanson – Yes  
Ms. Rowe – Yes

### **Public Comments**

Steve Moore – Believes that part of the issue with the Hill's Hill discussion is that people don't feel like they are being heard. He would like to see some sort of process to recognize and document public input.

Karin Turer – Expressed her thanks, on behalf of herself and her 11 year old son, for moving forward with Hill's Hill. She is excited about the new asset for the youth in Arlington and feels that the restrictions are reasonable.

Josh Fenellosa and Henry Fenollosa – Henry shared that he had come up with the project when he was in the 8<sup>th</sup> grade and was excited to see it becoming a reality now that he is a high school junior. He expressed his enthusiasm in being part of the public process. They thanked the Committee for their support.

### **Meeting Minutes**

The minutes of February 1, 2023 and February 8, 2023 were approved, as amended, by roll call vote.

Ms. Doctrow – Yes  
Ms. Preston – Yes  
Ms. Mayer – Yes  
Ms. Heidell – Yes  
Mr. Lau – Yes  
Mr. Franzosa – Yes  
Mr. Swanson – Yes  
Ms. Rowe - Yes

Ms. Rowe concluded the meeting at 7:35pm.